



Science

LANGUAGE COLLEGES

ACADEMIES

Urmston Grammar

A Science and Language College with Academy status



Urmston Grammar, Newton Road, Urmston, Manchester M41 5UG
email: office@urmstongrammar.org.uk Telephone: 0161 748 2875
Web site: www.urmstongrammar.com Fax: 0161 747 2504
VAT Registration Number: 120 1656 61

Dear Mrs M Masters (Data Protection Officer)

Re: subject access request

Please provide me with the information listed below that I am entitled to under the General Data Protection Regulation. This is so I can be aware of the information you are processing about, and verify the lawfulness of the processing.

Here is the necessary information:

Name:	
Relationship with the school	
Correspondence address	
Contact number	
Email address	
Details of the information requested	Please provide me with:

If you need any more information from me, please let me know as soon as possible.

Please bear in mind that, in most cases, you must supply me with the information within 1 month and free of charge.

If you need any advice on dealing with this request, you can contact the Information Commissioner's Office on 0303 123 1113 or at www.ico.org.uk

Yours sincerely,

Signature: _____ Date: _____



Specialist Schools and Academies Trust
EXCELLENCE AND DIVERSITY

Principal: Mrs R S Wall
A Science and Language College with Academy status

